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INTERNAL MEMORANDUM

- **DATE:** September 23, 2020
- **TO:** B. Butler, Planning and Building Services
 - S. Sample, Planning and Building Services
 - G. Greidanus, Parks, Recreation and Cultural Services
 - J. McDonald, Central York Fire Services
 - M. Bat, Engineering and Capital Delivery
 - M. Zawada, Accessibility Advisory Committee
- **FROM:** Brashanthe Manoharan, Planning and Development Services
- Re: Site Plan Exemption Application Stronach 15 First Commerce Drive, Unit F1 PLAN 65M3819 PT BLK 2 RP 65R31257 PARTS 10 TO 27 File Number: SP(EX)-2020-27

A request for Site Plan Exemption approval has been submitted to permit the following:

- Permanent outdoor patio in existing asphalt parking lot; and
- Outdoor cooking pavilion

Attached are the Applicant's drawings for your review and comment. Please forward any comments you may have on this proposal to me on or before **October 2, 2020** and advise if you consider the proposal for Site Plan Exemption appropriate.

Should you have any questions regarding the above, please feel free to contact me.

Best,

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Brashanthe Manoharan Assistant Planner Planning and Building Services

Attach.





